

User Guide

Community Grants Program – Application Form

This User Guide provides an overview of the eligibility and assessment criteria to guide you through your community grants application. Applications can be submitted via the SmartyGrants platform on the Queensland Hydro website:

qldhydro.com.au/community/community-benefits-program

If you require support, please contact us.

*Indicates a required field

Organisation and grant request details

Name of the applicant organisation:*

Organisation primary email:*

Must be a valid email address.

Organisation primary phone number:*

Must be an Australian phone number.

Name of the organisation's primary contact office:*

Organisation's primary address*

Address Line 1

Suburb/Town

State, Postcode, and Country are required

Organisation ABN:*

Grant funding request details

Name of the initiative, event or activity for which funding is sought. *

Summarise the initiative for which funding is sought and why should it happen? *

Aim for your response to be one paragraph in length.

Specify the funding amount sought, up to the maximum grant amount of \$10,000 (excluding GST). *

Must be a whole dollar amount (no cents)

Eligibility assessment

If your response to any of the following eligibility questions is “no”, then your organisation’s application will be considered ineligible for grant funding.

The organisation confirms that they are applying for funds to be used in the grant location area (Gympie or Somerset LGA). If yes, please specify which LGA is most applicable to your initiative.*

The organisation confirms that they are an eligible applicant.*

Organisation cannot be one the following: a private individual, a for-profit organisation or business, a federal, state, or local government entity (except for schools), a statutory authority, a political organisation, such as a registered political party, a labour or trade union organisation, an industry association, or an organisation or community group not aligned with the values outlined in the Community Benefits Framework.

The organisation confirms that they are of sound financial standing.*

Organisation cannot be or have any of the following over the past five years: outstanding debt with any level of Government, be insolvent, have owners or directors that are declared to be bankrupt, have overdue tax liabilities, have contingent liabilities of a material amount, impacting the ability of the applicant to undertake the project that grant funding is being sought for, any other financial particulars which are likely to adversely affect the applicant’s capacity to undertake the project that grant funding is being sought for.

The organisation confirms that they are of sound legal standing.*

Organisation cannot be or have any of the following over the past five years: be involved in a legal proceeding that impacts the ability of the applicant to undertake the project that grant funding is being sought for, have an owner or director that is involved in a legal proceeding or litigation (including a governance investigation) that impacts the ability of the applicant to undertake the project that grant funding is being sought for, have a contract with your entity terminated by the other party, which impacts the ability of the applicant to undertake the project that grant funding is being sought for, any other legal particulars which are likely to adversely affect the applicant’s capacity to undertake the project that grant funding is being sought for.

The organisation confirms that they are applying for funds to be used in a manner consistent with the Queensland Hydro Community Benefits Framework*

Organisation must be seeking funds to be used for an activity aligned with the Queensland Hydro Community Benefit Fund. As such, funds cannot be sought for the following: fundraising events such as raffles, dinners, or auctions, to cover ongoing administrative or recurrent costs and expenses (e.g., rent or wages), for projects or events that have already occurred

(i.e., retrospective activities), for projects or events that are reliant on the funding of another grant program, for which the outcome is unknown, for the costs associated with making an application for another grant program, for any purpose that is not aligned with the values outlined in the Community Benefits Framework.

Applicant declaration

By ticking “I agree”, you are doing the following:

- Acknowledge that you have read all relevant guidelines produced to accompany the Queensland Hydro Community Grants Program.
- Acknowledge that all information contained within the application is true and correct. As well as acknowledge that giving false or misleading information is a serious offence under Section 137.1 of the *Criminal Code Act 1995* (Cth).
- Acknowledge that Queensland Hydro can revoke grant funding if it is later found that any information in the application is found to be deliberately false.
- Accept that Queensland Hydro may require security over any or all the funded items.
- Acknowledge that if any personal details of a third party are included, the third party has been made aware of, and given their permission for those details to appear in this Application and for their personal information to be shared as detailed in the Use of Information.
- Give consent to Queensland Hydro to make public the details of the Applicant and the funding received, should this Application be successful.
- Give consent to Queensland Hydro to make public photos and a project summary, to be used for promotional purpose.
- Give consent to receive correspondence, legal notices, grant agreements and any subsequent letters of variations to the agreement electronically. This is alongside understanding and agreeing that electronic correspondences constitute a valid and legally binding method for interacting under the grant agreement and the *Electronic Transactions Act 1999* (Cth).

Do you agree to the applicant declaration?*

The ‘why’: Local challenges and aspirations this initiative would address in alignment with Community Benefits Framework priorities

Choice of strategic priorities

Please select one **or** two of the following strategic priority areas, which you believe most align with your initiative. For each strategic priority area(s) that you select, you will be asked one question. Queensland Hydro’s Community Benefits Framework strategic priority areas are as follows:

Tourism and economy

We understand that tourism is an important driver and presents significant opportunities to grow and leverage enduring positive benefits for the local area and broader region surrounding our project locations. We will support initiatives that help people and economies thrive. We will do this through local economic development activities that build capacity, capability and resilience to enable our communities and regions to grow and prosper.

Health and wellbeing

We understand that the importance of health and wellness is at the core of every individual and collectively contributes to the vibrancy at the heart of every community. We will support initiatives that deliver optimum health and wellness benefits to the local community. This may include programs or activities targeting community participation, or infrastructure of recreational facilities to enable them.

Environment and sustainability

We understand the importance of respecting and nurturing the environment that surrounds us, in both its natural and developed forms. We will support initiatives that enhance, protect and celebrate the local environment. Ensuring a sustainable future for the land, skies and water surrounding our communities will benefit us all.

Community connection

We understand that connection is what creates community – across many forms and possibilities. We will support initiatives that contribute to community connectedness. This may include programs or activities that bring people together, connect cultures, backgrounds, ages and stages of life. It may include physical connections, to enhance towns and local areas so there are pathways to connect or places to gather. We will recognise and preserve the history

and culture that underpins the area, celebrate creativity and the arts emerging from our communities, knowing that connection is at the essence.

Which of the following strategic priorities most apply to your project? *

No more than two choices may be selected.

- Tourism and economy
- Health and wellbeing
- Environment and sustainability
- Community connection

Tourism and economy

Describe how your initiative would support tourism or local economy capacity, capability, or resilience.

Aim for your response to be one paragraph in length.

Health and wellbeing

Describe how your initiative would enhance community health and wellbeing. Mention any specific needs it would address (e.g. for vulnerable groups).

Aim for your response to be one paragraph in length.

Environment and sustainability

Describe how your initiative would enhance, protect, or celebrate the local environment (in either its natural or developed forms) and/or enhance community involvement with it.

Aim for your response to be one paragraph in length.

Community connection

Describe how your initiative would contribute to community connectedness - including connecting across diverse backgrounds, preserving local history or celebrating creativity and the arts.

Aim for your response to be one paragraph in length.

The 'what': Measures of community benefits success

Describe the benefits this initiative would achieve, or opportunities it would create, and how long do you anticipate the benefit to last. Identify the number of people that would benefit from this initiative with breakdown by groups with specific needs, if relevant.

Aim for your response to be two paragraphs in length.

The 'how': Ability to deliver

Provide start and end dates of the initiative and a breakdown of key activities and people involved. Also describe how would you know that your initiative objectives have been achieved.

Aim for your response to be 2 - 3 paragraphs in length.

Key application dates

The Community Grants Program has two grant application intakes per year: one in March and one in August.

Application dates for 2024

Round one

- 1 Applications open
2 September 2024
- 2 Applications close
11 October 2024
- 3 Evaluation period
14 October – 2 December 2024
- 4 Notification of outcome
Mid December 2024

Need support? We're here to help.

Borumba: 1800 433 939
community@qldhydro.com.au
qldhydro.com.au/community

